

## strategy

Brainstorming  
Cooperative Education



# Lesson (1) Microsoft Expression Web interface

Date :  
class :  
Period:

## Lesson objectives

By the end of the lesson the student will be able to:

- Remember the meaning of internet and web page.
- Define the tools with which a web page can be created.
- Download and try Expression Web.

## "preface"

What do we mean by the Internet?  
How can we create a web page?

## Accompanying activities

Take the students to the computer room and divide them into small groups Each group answers the following questions:

1- What is the meaning of the internet?

2- What is a web page?

After completing the discussion of the previous questions:I am using the Data show to display the opening screen of a program MS-Expression web

## View Lesson

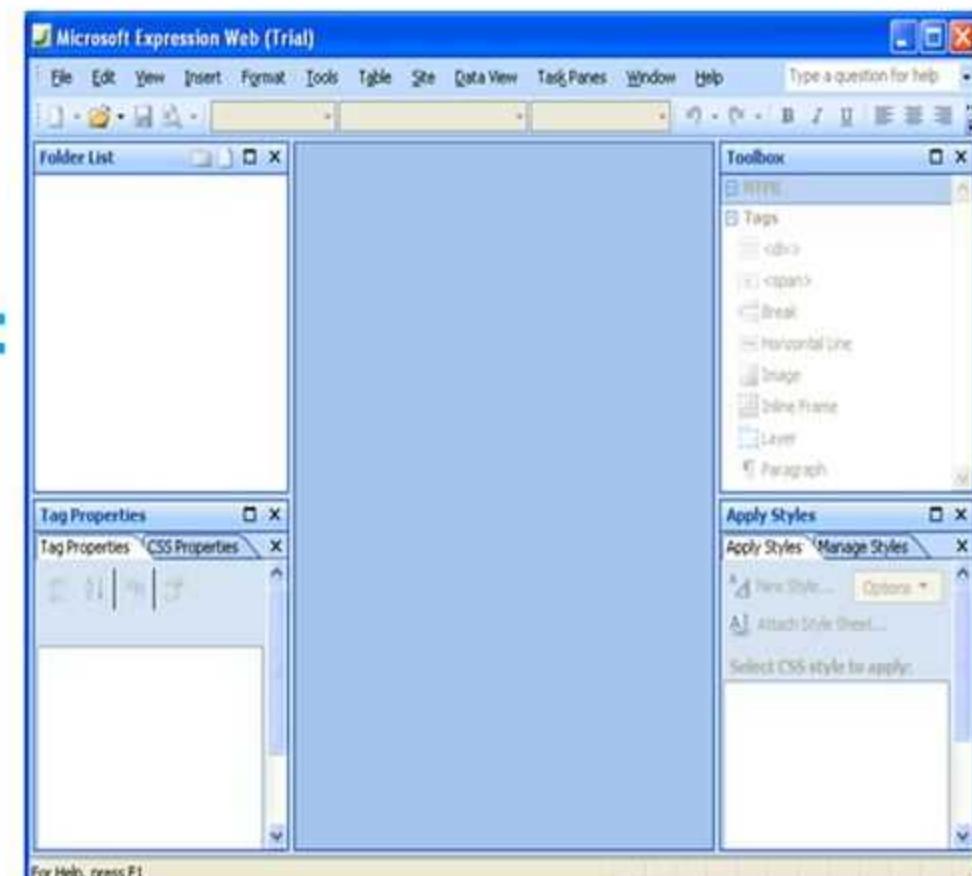
## MS- Expression web

Steps to run the program:

- . Open the Start menu.
- . Choose All Programs.
- . Then choose a program MS- Expression web .

Expression Web opening window:

1. The title bar.  
Tool Bars .
2. Folder List  
Properties.
3. Tool Box.  
Find task pane



Evaluation: What are the components of the opening screen of MS-Expression web?

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## lesson (2) Create a new website (for school)

Date :

Class :

Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- Know the steps for creating a new website.
- Coordinate phrases and images through design.
- Save the web page after modifications.

"preface"  
Mention the  
steps to run  
Expression web

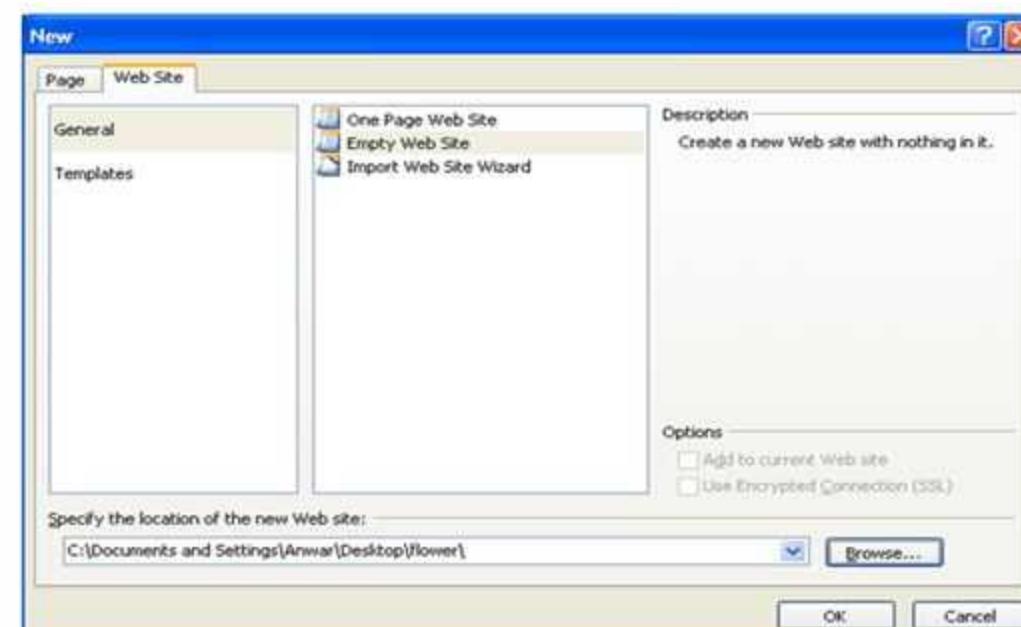
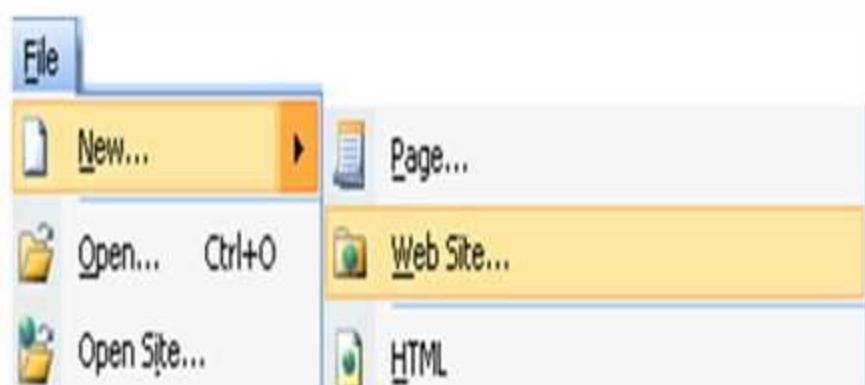
### Accompanying activities

**Taking the students to the computer room and dividing them into small groups:** I use the Data Show device to display the opening screen of the Expression Web program, showing the steps for creating a new website and ask the students to implement this in practice on the devices

### View Lesson

#### Steps to create a new website

- 1 Open the File menu.
- 2 Choose the New command.
- 3 A dialog box appears, choose the "website" tab.
- 4 Choose "General".
- 5 From the right pane, choose Empty website, then click OK.



**Evaluation:** What are the steps for creating a new website?



## Lesson (3) Add a new web page

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Date :

Class :

Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- Add a new web page.
- Save the new web page after modifications.
- Browse the web page through the browser.

"preface"

How to add a new page within the site?

### Accompanying activities

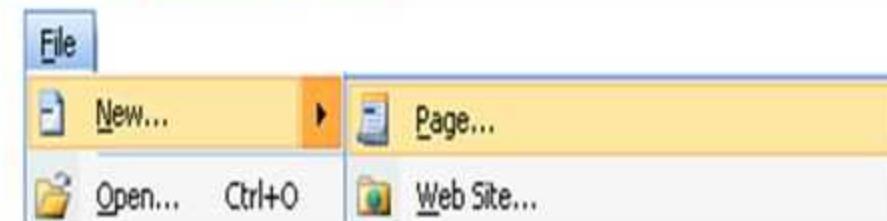
Take the students to the computer room and divide them into small groups:

- I am using the Data show to run a program MS-Expression web.
- Then I show the steps to add a new web page
- Then ask the students to implement this in practice on the devices.

### View Lesson

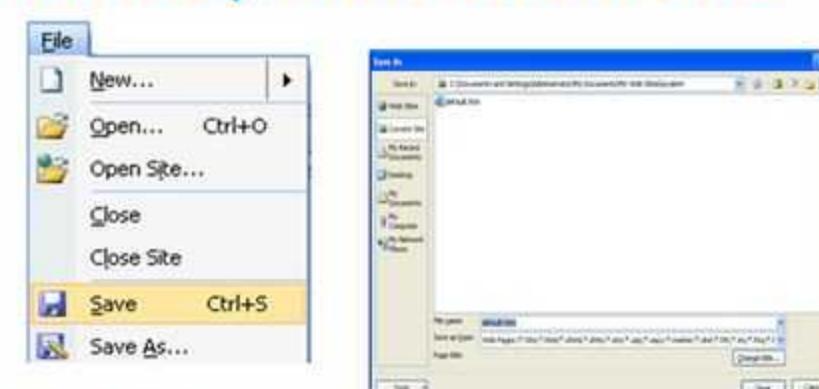
#### Steps to add a new web page

- 1- Open the File menu.
- 2- Choose the New command.
- 3- A dialog box appears, choose the "Page" tab.
- 4- Choose "General".
- 5- From the right pane, choose HTML, then click OK.



#### Steps to save the page:

- 1 - Open the file menu
- 2- Choose the save command or the shortcut ctrl + s
- 3 - Type an appropriate name for the page and press the save button



**Evaluation:** Mention the steps to add a new web page within the site?

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## Lesson (4) How to create hyperlinks

Date :  
Class :  
Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- differentiate between types of hyperlinks.
- Create a hyperlink correctly.
- Create a hyperlink works between the phrase "downloading a file" and a previously saved file.

"preface"  
How can we  
navigate between  
the pages of the  
site?

### Accompanying activities

Take the students to the computer room and divide them into small groups:

- I am using the Data show to run a program MS-Expression web
- Then I show the steps to create a hyperlink
- Then ask the students to implement this in practice on the devices

### View Lesson

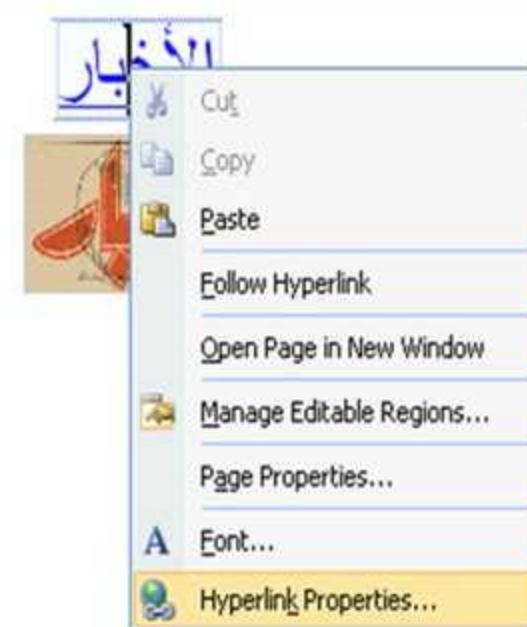
#### Hyperlink

It is a text or image that when clicked with the mouse takes you to another place within the page or takes you to another page or opens a specific file.

#### Hyperlinking steps:

- 1- Go to the place you want to go to when you click on the link
- 2- Open the Insert menu and choose the "Book Mark" command
- 3- A dialog box appears. Type the word you want to make as a bookmark in the Bookmark Name field, then click OK.
- 4- Go to the place where you want to create the link and then type the word bookmark you wrote above.
- 5- Select the bookmark word
- 6- Open the Insert menu and choose the Hyper Link . command
- 7- A dialog box appears, choose Place in this document (to inform the program that you want to move on the same page).
- 8- Click on the name of the bookmark you created. Then click the OK button

You can also right-click on the text or image, choose a hyperlink, and then choose or write the desired path



**Evaluation:** What are the steps for creating a hyperlink?

## strategy

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# Lesson (5) How to insert a table

Date :

Class :

Period:

## Lesson objectives

By the end of the lesson the student will be able to:

- Open the table menu correctly.
- Insert a table.
- save the table and presents it to his colleagues.

## "Preface"

What is the use of  
tables?

## Accompanying activities

Take the students to the computer room and divide them into small groups:

- I am using the Data show to run a program MS-Expression web Show the steps for inserting a table into a web page.
- Then ask the students to implement it in practice on the devices.

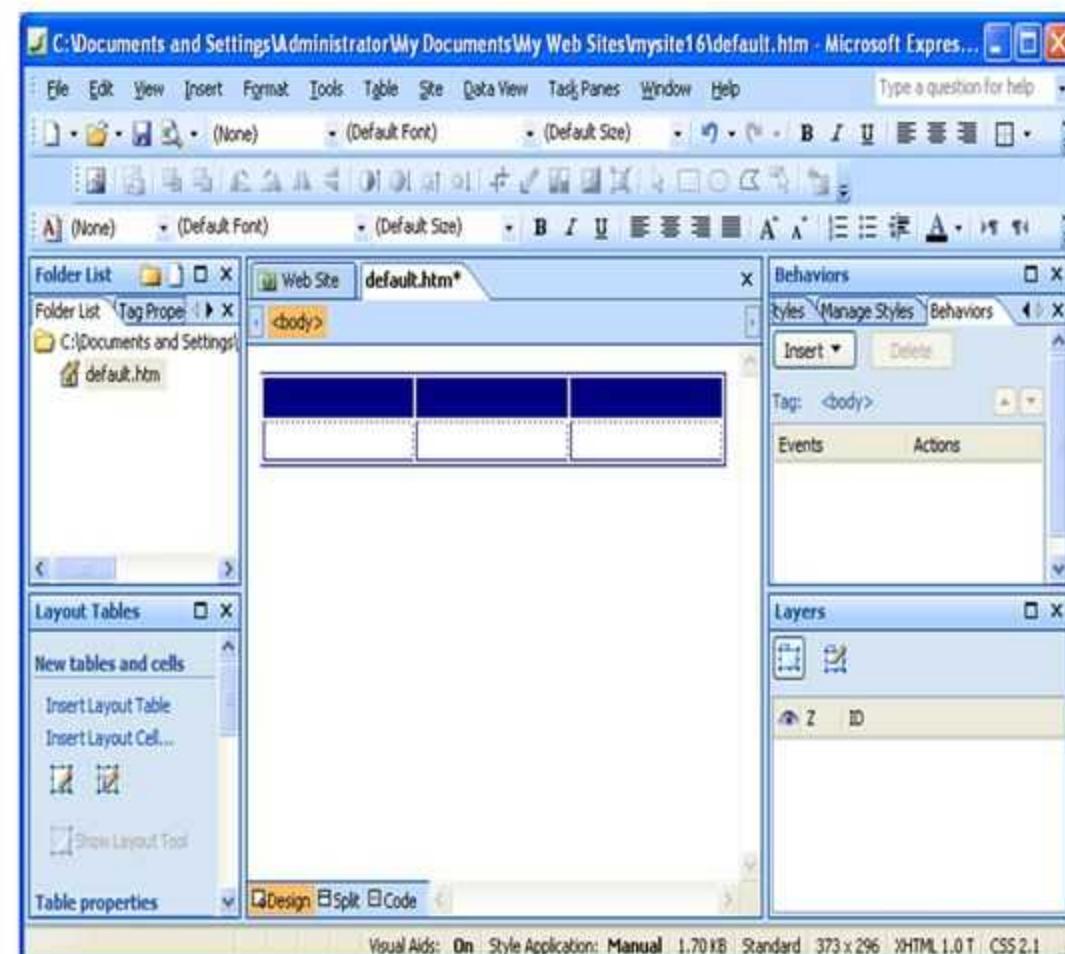
## View Lesson

### Tables

Tables are used as a means of organizing information in a coordinated and integrated form.

### Steps to insert a table:

- 1- Move to the place where you want to insert a table.
- 2- Open the Table menu.
- 3- Choose the Insert Table command.
- 4- A dialog box appears, from which you can select the number of rows and columns.
- 5- Click the OK button.



**Evaluation:** How is a table inserted into a web page?



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## Lesson (6) Edit table cells

Date:  
Class:  
Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- Write inside the table cells correctly.
- formatting text inside the table cells.
- Insert an image into the table cells.

"preface"  
Can we add an  
image to the table  
cells?

### Accompanying activities

Take the students to the computer room and divide them into small groups: I ask the following questions to the students by brainstorming with their discussion in the answer.

- How to navigate inside the table cells?
- What can be found inside the cells of a table?
- Is it possible to insert an image into the cells of a table?

Then ask the students Insert a table with 3 columns and 4 rows The first column writes the series. The second column is the names of the coins. The third column is pictures of coins.

### View Lesson

#### Edit table cells

- To add text to a table cell:
- Click with the mouse pointer inside the cell and then type what you want.

#### Add an image to a table cell:

Click with your mouse pointer inside the cell and then

- 1 - Open the "Insert" menu.
- 2- Choose the "Picture" command.
- 3- Then choose the From File command.
- 4- A dialog box appears, from which you can choose the image you want.
- 5- Click the Insert button.
- 6- A dialog appears asking you to enter an alternative text that appears if the image does not appear.
- 7- Enter the alternative text and click OK.

To move between table cells, use the mouse pointer or the arrow keys.

**Evaluation:** How do you insert an image into a table?

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## Lesson (7)

### Setting the properties of table cells

Date :

Class :

Period:

#### Lesson objectives

By the end of the lesson the student will be able to:

- take notes on the dialog box that will appear after clicking the right mouse button.
- Set the properties of the table cells.
- Recognizes some commonly used button functions.

"Preface"  
What are  
the properties  
of a table or cell?

#### Accompanying activities

Take the students to the computer room and divide them into small groups: I ask the following questions to the students by brainstorming with their discussion in the answer.

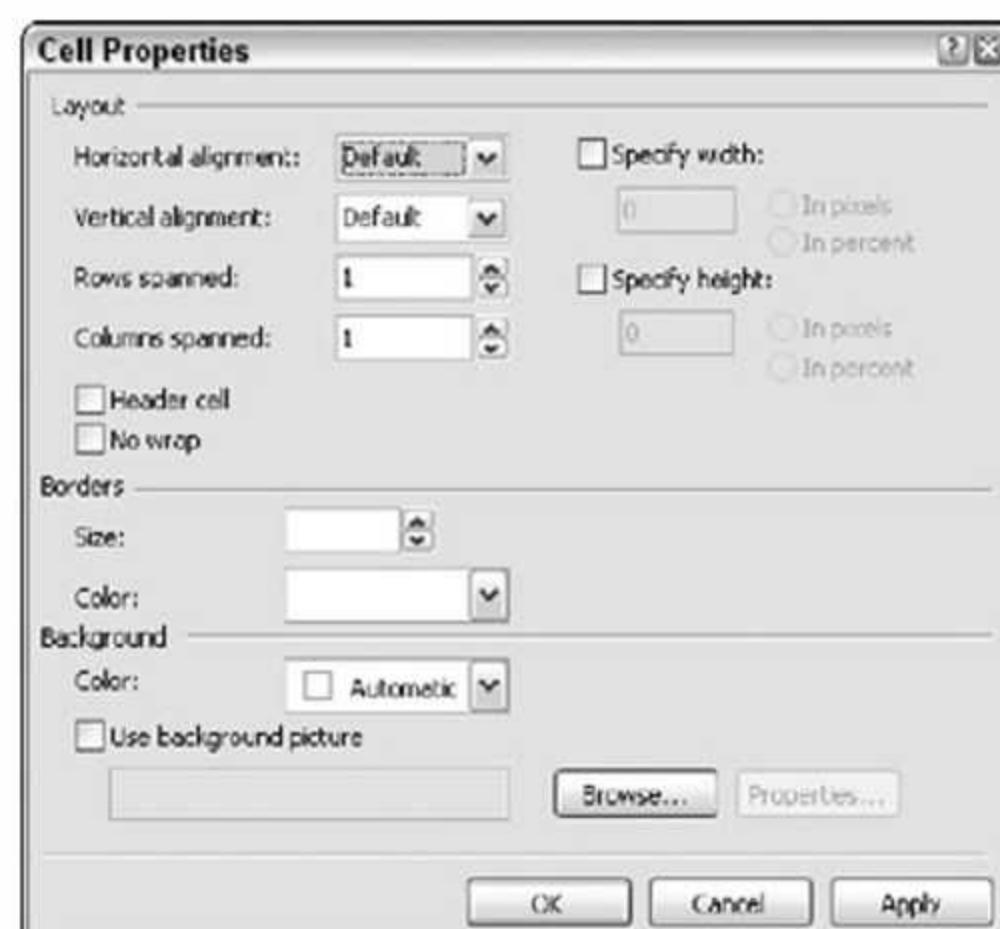
- What does the word properties mean?
- Can a table or cell have properties?

#### View Lesson

#### Set table cell properties:

- 1- Select the cell or cells whose properties you want to adjust.
- 2- Right-click on it and select Cell Properties.
- 3- A dialog box appears in which you can:

Determining the size and color of the table fonts, and can specify the color for the background of the table.



**Evaluation:** How do you select a background color for a table?



## Lesson (8)

# What are databases?

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Search and discover  
Brainstorming

Date :  
Class :  
Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- Recognize the meaning of the database.
- Create a table for the database.
- Work in a team spirit with his colleagues.

"preface"  
How many classes  
does the school  
have?

### Accompanying activities

The teacher divides the students into small groups Each group answers the questions in writing:

- 1- What are the types of data?
- 2- How to create a table inside a database?

After the discussion is completed. The leader of each group reads what the group wrote to the rest of the students. The teacher corrects errors, if any.

### View Lesson

#### Data :

is Numbers, letters, symbols, or words that can be processed by a computer

#### information:

It is data that has been stored or processed to make the most of it

#### Database:

It is the collection of a large amount of data or information and presenting it in one or more ways that facilitate the use of it

For example, a telephone directory that includes the names, addresses and telephone numbers of the residents of Damietta city can be considered a database



**Evaluation :** (complete) the database is .....



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## Lesson (9)

### The meaning and type of the field

Date :

Class :

Period:

#### Lesson objectives

By the end of the lesson the student will be able to:

- Recognize the meaning of the field and its types.
- Distinguishes between the name and content of field.
- Distinguishes between the field and the record.

"preface"  
What do we call the place where the statement is placed?

#### Accompanying activities

The teacher divides the students into small groups Each group answers the previous questions in writing

- 1- What is a field?
- 2- What are its types?

After the discussion is completed. The leader of each group reads what the group wrote to the rest of the students. The teacher corrects errors, if any.

#### View Lesson

**The field :** is a component of tables in databases, and the field contains only one statement of information within the tables

#### Field types:

**Type (text):** is used in the fields in which you want to write texts

**Type (number):** It is used in the fields in which you want to write numbers

**Type (date/time):** It is used in the fields in which you want to write a date or time (such as the date of birth).

#### Field

	تعريف الشخص	مواليد الشخص	اسم العائلة	اسم الأب	اسم الشخص
1	2411990	الحمد	عبد الله	مریم	
2	4151991	الحسن	تركي	نوره	
3	31911998	النور	خالد	مريم	
4	1171991	الخالد	محمد	خالد	

#### Record

**Evaluation :** What is the field and what are its types?

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# Lesson (10)

## Benefits of Databases

Date :  
Class :  
Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- Deduc the benefits of databases.
- Create a database.
- Work in a team spirit with his colleagues.

"preface"  
What are the  
benefits  
of databases?

### Accompanying activities

Take the students to the computer room and divide them into small groups:  
I am displaying a school database. Then ask the students to answer the following questions:

1. What was the total number of students attending the school when this data was collected?
2. Which classes had the largest number of students?
3. Which classes had the least number of students?
4. How many classes did he teach mathematics in the first period?

### View Lesson

#### Benefits of databases:

- Storing all data for a specific organization in integrated and accurate ways.
- Organize this data so that it can be retrieved in the future.
- Storing a huge amount of data that exceeds human capabilities
- Helps to achieve complete confidentiality of the data stored in it.
- The ability to add or delete data according to the changes that occur in the stored data.



**Evaluation : Mention the benefits of databases?**

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# Lesson (11)

## Electronic Databases

Date :  
Class :  
Period:

### Lesson objectives

By the end of the lesson the student will be able to:

- Recognize electronic databases.
- Distinguish between the paper and electronic database.
- Recognize the programs that help in the creation of databases.

"preface"  
What programs are used to create electronic databases

### Accompanying activities

Take the students to the computer room and divide them into small groups:  
I will ask the students about the following: By brainstorming:

1. Can we create the database on the computer?
2. What programs can help me in creating the database?
3. What is the difference between database (on paper) (on a computer)?

### View Lesson

**Electronic database:** It is an organized group of information and data that is usually stored in an electronic form or in a computer system, and it consists of one or more tables linked to each other.

**Programs used to create databases:**

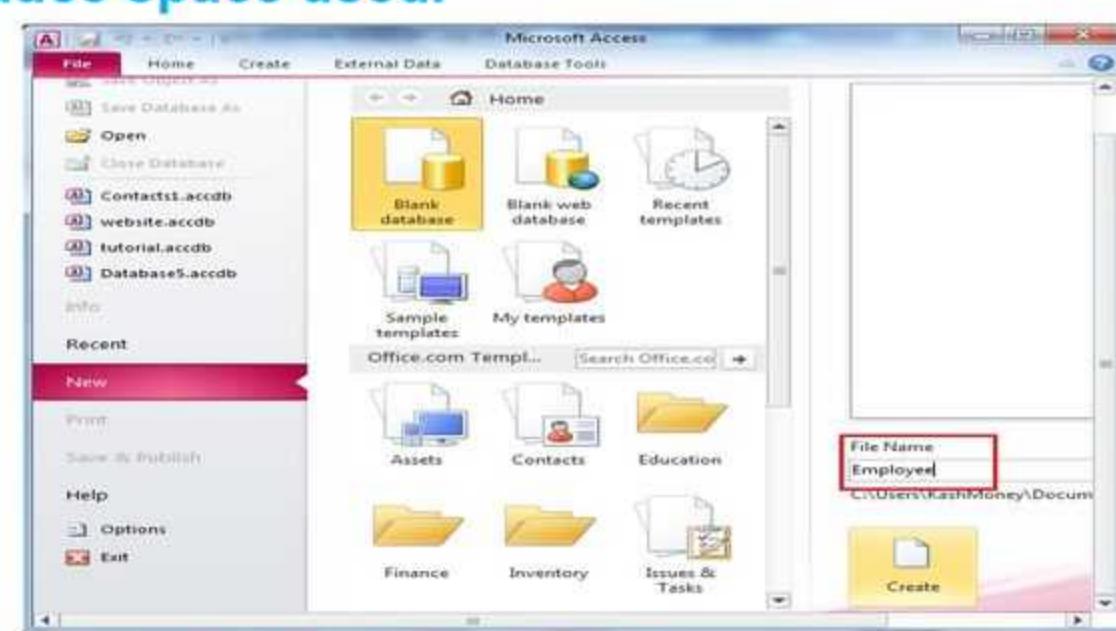
- Microsoft Access
- oracle

**The difference between electronic and paper database:**

Speed of access and data retrieval, reduce space used.

**Steps to create a database:**

- Open Microsoft Access
- From the File menu, choose New
- Choose an empty database
- Choose a name for the database, then choose Create



**Evaluation :** An electronic database can be created using the..... program